



Application for the Saint Charles County Mayors' Charity Ball

Courtesy of the Mayors' Charity Ball Committee

To all Applicants:

The Mayors' Charity Ball Committee would like to take the opportunity to thank you for your interest in the application process for your charity. Over the past few years, the Mayors' Ball has dispersed moneys to many varied charities within St. Charles County and we continue to do so with great pleasure.

As our number of applicants has steadily increased, our committee has reviewed the process and implemented some changes in our policies. This has been done to give the greatest opportunity to the most people. We have placed a time restraint on our charity applications. All charities will only be eligible every three years for possible funding. In other words, if you received money last year for your charity, you will not be eligible for the next two years for our funding.

The committee members believe capital projects are the most helpful for charities, as these one-time projects can help the most people and free up resources for the general operating budget of a charitable organization. We also believe that implementing innovative new programs are helpful if the charity sponsor can assure the committee that it will be funded continually without resources from the Mayors' Charity Ball Committee on a regular basis.

Please read the entire application before you start the application process. Should you have any questions, please contact your Mayor's office.

Mayor Bill Hennessy O'Fallon 636.379.5500 bhennessy@ofallon.mo.us	Mayor William Richter West Alton 636.899.0808 willie@richterfarms.com	Mayor Kathy Schweikert Lake Saint Louis 636.561.4366 kschweikert@lakesaintlouis.com	Mayor Sally A. Faith St. Charles 636.949.3268 sally.faith@stcharlescitymo.gov
Mayor Len Pagano St. Peters 636.278.2244 lpagano@stpetersmo.net	Mayor David C. Zucker Dardenne Prairie 636.284.3802 mayorzucker@dardenneprairie.org	Mayor Nick Guccione Wentzville 636.639.0354 mayor1@wentzvillemo.org	Mayor Jim Hennessey Cottleville 636.498.6565 jhennessey@cityofcottleville.com
Mayor Vernon Bauer St. Paul 636.980.1063 mayorbauer@gmail.com	Mayor Don Licklider Weldon Springs 636.441.2110 dlicklider@weldonspring.org	Mayor Wanda Donnelly Foristell 636.673.2355 mayor@cityofforistell.org	Mayor Doug Wynn Flint Hill 636.327.4441

We thank you in advance for your interest in the Mayors' Charity Ball!

Mayors' Charity Ball Application for Funding

From Net Proceeds of the Saint Charles County
Annual Mayors' Charity Ball

The Mayors' Charity Ball Committee is pleased to provide you with the grant application and funding guidelines for our next Mayors' Charity Ball to be held on

Saturday, April 2, 2016 at the St. Charles Convention Center.

In order for your application to be processed and evaluated, it must be received at the following address **no later than Friday, October 2, 2015:**

**Mayors' Charity Ball Committee
c/o O'Fallon Municipal Centre/ Mayor's Office
100 North Main Street
O'Fallon, Missouri 63366**

Please review the attached instructions for completing the grant application. Grant applicants who do not follow these instructions will not be considered.

FUNDING REQUIREMENTS:

Each item must be initialed and dated by your designated organization representative acknowledging your understanding of the funding requirements.

1. The organization must be a not-for-profit with approved IRS determination of tax exemption.

Initials & Date

2. Only applications from charities within the limits of St. Charles County will be considered.

Initials & Date

3. All charities will only be eligible every three years for possible funding.

Initials & Date

4. If selected,

- a. Each organization must have at least one representative participate in the event planning.

Initials & Date

- b. Each organization must provide active participation in the Mayors' Ball by providing 6 to 10 volunteer workers to help set up and work at the event.

Initials & Date

- c. The committee would prefer for each organization to purchase an entire table for the event, but a minimum of half (1/2) a table must be purchased.

Initials & Date

- d. Each organization will be required to participate in a two minute promotional video which will be shown at the event.

Initials & Date

***Thank you in advance for your interest.
Good luck!***



Date of Application: _____

Applicant Information:

1. Organization name, address and telephone number of organization requesting funds:
 - a) Organization name: _____
 - b) Address: _____
 - c) Telephone number: _____
2. Name of contact person, their affiliation with the organization, email address and office telephone number:
 - a) Name of contact person: _____
 - b) Job Title: _____
 - c) Email Address: _____
 - d) Office telephone number: _____

Organization's Background:

1. Describe the purpose of the organization and its primary activities or services:

2. Date and place of incorporation; include number of years located in St. Charles County:

3. Indicate the geographical areas and population this organization serves:

4. List major corporate and foundation grants received in the past two years, including the amount of the grant. If possible, please keep to this space. If additional space is absolutely necessary, please list the remaining contributors and the associated funds on a separate sheet of paper labeled **APPENDIX A**.

Financial Information

1. Total project or program cost: Total: \$ _____
Please include a complete itemized budget of the funds being requested in support of the project or program and describe the project/program labeled **APPENDIX B.**

2. Amount of funds requested: Total: \$ _____

3. Current year operating expenses: Total: \$ _____
Please include a complete itemized budget labeled **APPENDIX C.**

Indicate percentage of overall budget directed towards fundraising activities and Administration:

Fund Raising: \$ _____ %

Administration: \$ _____ %

4. Previous year operating expenses: Total: \$ _____

Indicate percentage of overall budget directed towards fundraising activities and Administration:

Fund Raising: \$ _____ %

Administration: \$ _____ %

5. Projected next year operating expenses: Total: \$ _____

Fund Raising: \$ _____ %

Administration: \$ _____ %

6. Principal sources of support (current year):

Earned income:	\$	_____
Individual contributions:	\$	_____
Government contributions:	\$	_____
United Way:	\$	_____
Foundations / Corporations:	\$	_____
Fund raisers:	\$	_____
OTHER:	\$	_____

7. Reimbursement for Volunteer costs: \$ _____

Personnel Background:

1. List Principal Officers and Board of Directors. Please include business affiliation:

Name:	Title:	Business Affiliation:

2. Number of Members on the Board of Directors: _____

3. Number of Board Meetings held per year: _____

4. List the working committees of the Board and how often they meet:

Committees:	How often they meet:

5. Additional Sources of Grant Funds requested:

6. Please list other sources and the amounts of funding you are requesting for this project, if any:

Corporate Foundation	Amount Requested	Status

7. Please give a detailed description of the project or program for which funds are being requested. If possible, break down expenses for the project or program and please be specific:
8. Please explain the overall mission of your organization:
9. Please explain why you feel your organization should receive the requested funds: